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Windham at Willimantic  
SUPERIOR COURT

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Assignment of Uncontested  
Dissolutions of Marriage

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108 Valley St.  
10:00 A.M.  
Hon. Michael P. Conway

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NOTICE

Note your assigned date (below) and the court location (above).  
ALL CASES ARE EXPECTED TO PROCEED ON THE DAY THEY  
ARE ASSIGNED.

All cases are marked ready by the Court unless a continuance  
request is granted in advance. If the parties fail to appear as  
assigned, the case will be marked over to the next DISMISSAL LIST.

There will no longer be multiple continuances from this docket.  
Following the first continuance, a case will be marked as "Final."  
Continuance markings may be for two months or more, as deter-  
mined by the Court. No markings will be made "over to the next  
list."

If a case is continued for a second time, it will print on the next  
DISMISSAL LIST. If a case is one year old or more, it will also print  
on the next DISMISSAL LIST.

If a continuance request is granted, the party requesting the  
continuance must immediately notify opposing counsel or pro se  
party and the Assistant Attorney General (if she has an appearance

(Notice Continued on Last Column)

in the case).

At 9:00 A.M. all pro se parties for all cases in which there is no attorney appearing for either party must report to the Courtroom to have their paperwork reviewed by the Clerk. At 10:00 A.M. ALL parties and counsel must report to the Courtroom for the call of the calendar. Following the call, pro se parties who have not had their paperwork checked by the Clerk must wait for a recess to have their paperwork checked. PRO SE PARTIES WILL NOT BE ALLOWED TO PROCEED UNTIL THE CLERK APPROVES THEIR PAPERWORK AND NOTIFIES THE COURT THAT THEIR MATTER IS READY TO BE HEARD.

PARENTING EDUCATION PROGRAM C.G.S. SEC. 46b-69b requires any person in a dissolution of custody case in which a minor child is involved to attend a Parenting Education Program before the matter proceeds to judgment. Brochures, a list of providers and the PEP form are available at the Clerk's Office.

Exemption from the mandate of the Parenting Education Program Act may be requested by written motion for good cause shown. NO DISSOLUTION OR CUSTODY FINAL JUDGMENT WILL ENTER UNTIL THE PARTIES HAVE COMPLETED THE PROGRAM OR HAVE BEEN EXEMPTED FROM PARTICIPATING.

New federal requirements regarding wage withholding for alimony and child support in Non IV-D family cases are NOW in effect. Therefore, any alimony or child support order entered shall be by immediate wage withholding, unless exempted by the Court. Please refer to the informational notice available in the Putnam and Willimantic Clerk's offices for further requirement details.

If any party or child involved in a matter has received financial support from the State of Connecticut, *you must send notice to the Assistant Attorney General and you must complete a Certificate of Notice in Family Cases (Public Assistance) form.*

SPECIAL NOTICE TO PRO SE PLAINTIFFS and to pro se defendants proceeding on a cross complaint: Please bring the following documents to Court:

1. Divorce Statistics (Report of Dissolution of Marriage) form JDFM1-81
  2. Financial Affidavits completed within 30 days before the calendar\*
  3. Child Support Guideline Worksheet, if minor child(ren) involved
  4. Affidavit re Custody, if minor child(ren) involved\*
  5. Military Affidavit, if the defendant has not filed an appearance\*
  6. Signed, written agreement regarding the terms of the dissolution or custody case if the defendant has filed an appearance
- \*for parties that appear in Court, these items can be notarized by the Clerk

These forms can be found in the package of paperwork you received from the Clerk's Office when you filed your case. Extra copies are available in the Clerk's Office or from the Courtroom Clerk on your assigned date.

Direct questions or continuance requests to:

Debora Kaszuba-Neary  
Assistant Clerk  
Phone: (860) 928-7749  
Fax: (860) 928-7076

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